

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
Child and Family Services Agency



**DETERMINATION AND FINDINGS  
FOR A  
SOLE SOURCE PROCUREMENT**

**CONTRACT NO:** DCRL-2017-A-0020  
**CAPTION:** Medical Abuse Study  
**PROPOSED CONTRACTOR:** Children National Medical Center  
**PROGRAM AGENCY:** DC Child and Family Services Agency

**FINDINGS**

**1. AUTHORIZATION:**

DC Official Code § 2-354.04, 27 DCMR 1304 & 1702.

**2. MINIMUM NEED:**

The Child and Family Services Agency (CFSA) has an immediate need for the services of Children National Medical Center to provide medical records review and analysis specific to ongoing investigations involving Medical Abuse allegations.

**3. ESTIMATED REASONABLE PRICE:**

Not To Exceed \$100,000.00.

**4. FACTS THAT JUSTIFY SOLE SOURCE PROCUREMENT:**

- (a) The proposed provider; Children National Medical Center, provided medical records review and analysis. They have an extensive background in presenting medical analysis through the Freddie Mac Foundation's Child & Adolescent Protection Center.
- (b) Due to the time sensitive nature of these investigations, an experienced medical professional is required to help the Agency present these medical abuse analyses effectively.
- (c) The proposed provider is very aware of the services to be provided, is very capable of performing these services, and has performed in this capacity before.
- (d) The proposed provider was selected based on a market survey performed to identify a medical profession with an extensive analytical experience involving medical abuse.

**5. CERTIFICATION BY AGENCY HEAD:**

I hereby certify that the above findings are true, correct and complete.

\_\_\_\_\_  
Director, CFSA

\_\_\_\_\_  
Date

**6. CERTIFICATION BY CONTRACTING OFFICER:**

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and that no response was received. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

\_\_\_\_\_  
Agency Chief Contracting Office

\_\_\_\_\_  
Date

**DETERMINATION**

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive solicitation process under either Section 402 or 403 of the District of Columbia Procurement Practices Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code § 2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

\_\_\_\_\_  
Agency Contracting Officer

\_\_\_\_\_  
Date